# PRE-DEPLOYMENT PREPARATION

***"Our Army has passed from a time of contingency operations into an undetermined period of continuous operations"***

***Acting Secretary of the Army***
***Mr. Les Brownlee***

# The Soldier is the Centerpiece of all our Units

## Soldiers are:

- **The most effective, flexible and adaptable asset we possess**
- **The Army's best sensor – receives and processes information better than any technology**
- **The face of the United States overseas**

**Everything We Do is Designed to Support Them**

# OVERVIEW

- **Even in a time of profound change, the American Soldier will remain the center of our formations.**
- **As Career Counselors, we are charged with servicing our Soldiers regardless of their geographical location.**
- **The uncertainty as to where we must deploy, the probability of a very austere operational environment, and the requirement to fight on arrival throughout the battlespace presents an entirely different challenge.**
- **We need to put more thought today into how we prepare for deployment tomorrow.**

# OVERVIEW

**As Career Counselors we must adapt rapidly to circumstances that we could not see. Counselors with an expeditionary mindset will be confident that they are organized, trained, and equipped to go anywhere in the world, at anytime, in any environment, against any adversary, to accomplish the assigned mission.**

**Over 320,000 Soldiers are committed worldwide.**

**We *MUST* think global and act local.**

# OVERVIEW

- **Career Counselors will deploy with their unit.**
- **It is imperative that your Soldiers are properly prepared in RETAIN so that any Career Counselor can provide them service.**

"The cowards never came. The brave arrived. The tough remained."

— American Pioneer

# OVERVIEW

**When you deploy you can expect some of the following:**

- **Spartan living conditions in remote areas.**
- **Harsh weather.**
- **Unfriendly local population.**
- **360 degrees of danger.**
- **Poor communications or none at all.**
- **Soldiers that are extremely exhausted from continuous operations.**

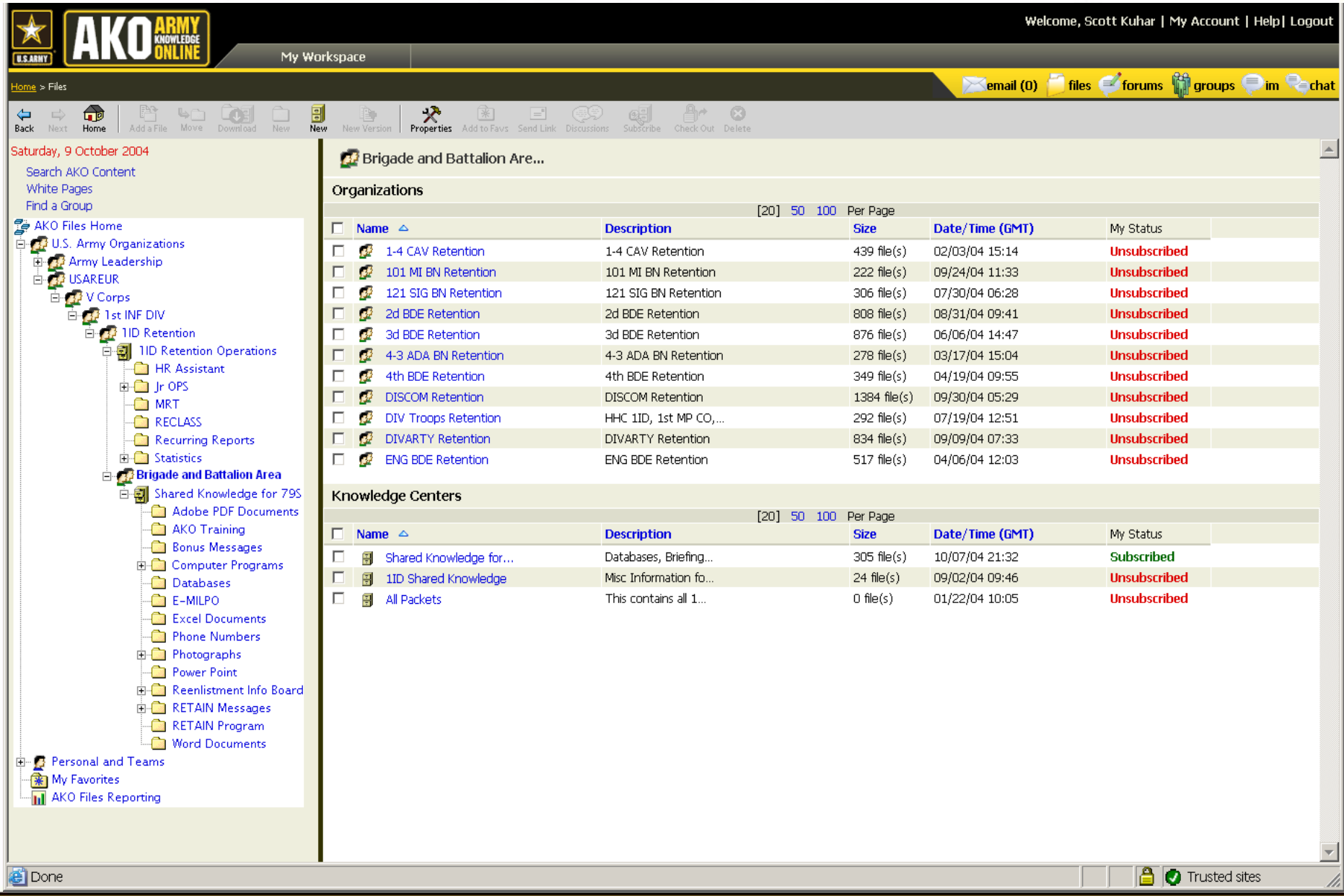
# THE WAY AHEAD

**Upon unit notification of deployment (even if short notice):**

- **Prepare in RETAIN all eligible Soldiers projected to be in window during deployment. Consider 18 months to ETS.**
- **When preparing Soldiers, fill in all pertinent blocks in RETAIN------This is imperative!**

# THE WAY AHEAD

- **Prior to deployment, ensure all unit 4591Rs are complete with timeline.**
- **Use scanning device such as a Digital Sender or Scanner and scan all 4591Rs front and back.**
- **Compile Memory Stick or CD-ROM with unit 4591Rs and provide to all subordinate retention personnel. (AKO Downloadable)**
- **Establish “Reachback” plan for rear support because RETAIN access will be difficult at times.**


AKO ARMY KNOWLEDGE ONLINE
Welcome, Scott Kuhar | My Account | Help | Logout
My Workspace
Home > Files
email (0) files forums groups im chat
Back Next Home Add a File Move Download New New New Version Properties Add to Favs Send Link Discussions Subscribe Check Out Delete
Saturday, 9 October 2004
Search AKO Content
White Pages
Find a Group
AKO Files Home
U.S. Army Organizations
Army Leadership
USAREUR
V Corps
1st INF DIV
1ID Retention
1ID Retention Operations
HR Assistant
Jr OPS
MRT
RECLASS
Recurring Reports
Statistics
Brigade and Battalion Area
Shared Knowledge for 79S
Adobe PDF Documents
AKO Training
Bonus Messages
Computer Programs
Databases
E-MILPO
Excel Documents
Phone Numbers
Photographs
Power Point
Reenlistment Info Board
RETAIN Messages
RETAIN Program
Word Documents
Personal and Teams
My Favorites
AKO Files Reporting
Brigade and Battalion Are...
Organizations
[20] 50 100 Per Page
Name Description Size Date/Time (GMT) My Status
1-4 CAV Retention 1-4 CAV Retention 439 file(s) 02/03/04 15:14 Unsubscribed
101 MI BN Retention 101 MI BN Retention 222 file(s) 09/24/04 11:33 Unsubscribed
121 SIG BN Retention 121 SIG BN Retention 306 file(s) 07/30/04 06:28 Unsubscribed
2d BDE Retention 2d BDE Retention 808 file(s) 08/31/04 09:41 Unsubscribed
3d BDE Retention 3d BDE Retention 876 file(s) 06/06/04 14:47 Unsubscribed
4-3 ADA BN Retention 4-3 ADA BN Retention 278 file(s) 03/17/04 15:04 Unsubscribed
4th BDE Retention 4th BDE Retention 349 file(s) 04/19/04 09:55 Unsubscribed
DISCOM Retention DISCOM Retention 1384 file(s) 09/30/04 05:29 Unsubscribed
DIV Troops Retention HHC 1ID, 1st MP CO,... 292 file(s) 07/19/04 12:51 Unsubscribed
DIVARTY Retention DIVARTY Retention 834 file(s) 09/09/04 07:33 Unsubscribed
ENG BDE Retention ENG BDE Retention 517 file(s) 04/06/04 12:03 Unsubscribed
Knowledge Centers
[20] 50 100 Per Page
Name Description Size Date/Time (GMT) My Status
Shared Knowledge for... Databases, Briefing... 305 file(s) 10/07/04 21:32 Subscribed
1ID Shared Knowledge Misc Information fo... 24 file(s) 09/02/04 09:46 Unsubscribed
All Packets This contains all 1... 0 file(s) 01/22/04 10:05 Unsubscribed
Done
Trusted sites

# THE WAY AHEAD

- **Be ready to start doing reenlistments the first day in theater.**
- **Plan, Plan, Plan. Establish a deployment plan in writing and ensure your command group buys into it prior to the deployment.**
- **Ship at least a 6-month supply of office materials.**
- **Ensure prior to any deployment that your computer is portable. Deployment plan should include laptop computer.**
- **Make a conscious effort to be where your S are.**
- **Be ready, you may be next!**

# THE WAY AHEAD

- **Ensure your additional duty personnel understand their role and that you fully support them.**
- **Ensure that your Commander/CSM supports your role in the unit.**
- **Ensure YOU are prepared for the deployment.**
- **The Senior Career Counselor must deploy with the unit.**

# THE WAY AHEAD

**DIGITAL….THINK DIGITAL…**

**If it can be digitized…**

***JUST DO IT!***

- **Regulations**
- **4591Rs**
- **Documents**
- **The more you have on Memory stick or CD-ROM, the lighter your rucksack will feel.**

# OBSERVATION

**Perfect communications doesn't just happen!**

**Career Counselors need to discuss and plan for anticipated communication needs with their Command and Information Technology support personnel.**

# THE WAY AHEAD

- **Communications will be a challenge so plan accordingly.**
- **DSN or DNVT access with Worldwide capability.**
- **Unrestricted NIPR access for RETAIN and Internet.**
- **Specific data ports must be open.**
- **SIPR does not support RETAIN.**
- **Firewalls such as the Raptor Secure Firewall Gateway will deny you access to RETAIN.**
- **Keystone/IMO/S6/G6 can help prepare you for success.**

# EQUIPMENT

HP LaserJet
4100mfp

HARDIGG CASES
WWW.MILITARYCASES.COM

HP 9100c
Digital Sender

CISCO IP PHONE 7960G
WWW.CISCO.COM

Secure
Terminal
Equipment

PELICAN CASES
WWW.PELICAN.COM

# SUMMARY

- When notified of deployment, activate your deployment plan.
- Get focused and prepare mentally for the task ahead.
- Deploy with a laptop computer.
- Be prepared to have poor communications. It depends on where you are located but for the most part, RETAIN is extremely slow.
- Senior counselors need to lead from the front. They have the most experience and their Soldiers will benefit.
- If you are not deployed, provide maximum support to your deployed Soldiers and the counselors who are providing them service.
- Properly prepare Soldiers in RETAIN!

# Soldier's Creed

**I am an American Soldier.**
**I am a Warrior and a member of a team.**
**I serve the people of the United States and live the Army Values.**

***I will always place the mission first.***
***I will never accept defeat.***
***I will never quit.***
***I will never leave a fallen comrade.***

**I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills.**
**I always maintain my arms, my equipment and myself.**
**I am an expert and I am a professional.**
**I stand ready to deploy, engage, and destroy the enemies of the United States of America in close combat.**
**I am a guardian of freedom and the American way of life.**
**I am an American Soldier.**

# QUESTIONS?